August 17th, 2000

Thank you for joining the EPSQ Electronic News mailing list. We intend to use this as a vehicle for directly communicating EPSQ news and information to you, our customer. It is our hope that the information contained in these news messages will be both informative and useful in helping you to use EPSQ. We plan on providing you with a new message about twice a month (or sooner if there is important news). Once again, thanks for participating in the EPSQ Electronic News mailing list. Please pass this information along to a colleague.

Current News

In response to your requests The capabilities of the EPSQ Receipt system have been expanded. EPSQ Receipt data is now available for 180 days.

News we know you have been waiting to hear... Testing is nearly complete on EPSQ version 2.2. While there is currently no firm date we anticipate release of this version in early Fall, 2000. Version 2.2 will contain nearly 70 customer requested fixes and enhancements. More details on these fixes and enhancements will be forthcoming.

You might have heard... DSS is currently working very hard to eliminate a backlog of submissions awaiting loading to CCMS. We anticipate eliminating this backlog by early September, 2000. If you have received a Receipt on the EPSQ Web Receipt System there is no need for you to resend a submission. Please see item 2 under Tips of the Day below.

Noteworthy

Looks like you have been busy... DSS received its one-millionth successfully transmitted EPSQ (since inception of the Windows version) during mid-July, 2000

Tips of the Day

1. Don't let the size of your EPSQ database grow unchecked. Once you find that you have some 200 to 250 forms in your EPSQ database, it is likely time to begin archiving some of these forms. You will find that this will allow you to access your forms more quickly, and lower the risk of corruption in the database.

In order to archive your forms, you may unload a single form, or group of forms, to the .cds format. You can do this by selecting **U**tilities => **U**nload Form to CDS Format => either **U**ser Forms or **D**ISCO 562s. At this point, you name and create a .cds file, and save this file to wherever you wish (for example, to a floppy disk in your a:\ drive). Please note that files saved in the .cds format are not encrypted so save them in a safe location.

You may also elect to save **U**ser Forms individually in the .zdb format. You can do this by selecting C**o**mmunications => **T**ransmit User Form to Subject/Security Officer. At this point, you name and create a .zdb file, and save the file(s) to wherever you wish (for example, to a floppy disk in your a: drive). Please note that files saved in the .zdb format are encrypted and can only be accessed via a password

2. Duplicate submissions can cause processing delays and errors at DSS. After you transmit form(s) to DSS please check the DSS EPSQ Receipt System at http://www.dss.mil/epsq/. If DSS acknowledges receipt of your transmission(s) there is no need to resend the forms unless directed to by DSS.

3. When completing User Forms or instructing others to complete a User Form, please be sure to select the correct form. Once a form is Created for a particular SSN you cannot change the Type of Form.

4. If after completing a User Form you realize that the wrong Type of Investigation was selected, EPSQ Security Officer Edition will allow you to change this. You can do this by selecting **C**reate => **U**ser Form. Select the same Type of Form and then select the correct Type of Investigation. Enter the same SSN and password. You should then receive the following message box: A form for this subject already exists on the system. You have selected a different type of investigation for this form. Do you want to change it? Select Yes. You will then receive the following message box: The investigation type has been changed. Please use the modify option to update the form.

We hope you found this information useful. As always if you have questions or comments you can contact us by email at **epsq_questions@mail.dss.mil**, complete our Feedback form at http://www.dss.mil/contactus/feedback.epsq.htm or call us at **1-800-542-0237**.

Thank You.

EPSQ Project Office
DSS